

Minutes

Contoocook Village Precinct Monthly Meeting

May 11, 2010
Approved

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday May 11, 2010. The meeting was held at the Precinct's utility building on Kearsarge Ave. and began at 7 P.M. Mark Hemmerlein, Bill Chapin, Tom Yestramski, Kathy Donohoe, Dick Strickford, and Steve Clough were present.

Former Vice President George Saunderson and current President Deb Curtis of the Hopkinton Fair Association attended the meeting to discuss the fairgrounds' distribution system infrastructure and current water service rate. Steve went over the background of the water main that runs through the Fair and how it was initially envisioned as a benefit to both the Precinct and the Fair Association. Steve also briefly reviewed the current options for proper metering and backflow protection.

George wondered if a flat rate was possible instead of a metered rate since the current metering system is deficient. Mark explained that the goal of the commissioners is to encourage conservation and that the intention was to improve the metering method. Steve described how the new rate system differs from the old system and actually has only one flat fee rate, for the Houston farm, and that flat fee is also related to metered usage. Tom voiced his concern that if the Commissioners created a favorable rate for the fair that other Precinct residents would be subsidizing the Fair's usage.

It was agreed that Deb and George would ask the Fair Association if they would like to have the Precinct take over the fairgrounds' main and provide the necessary easements for replacement and repair. That way the precinct would be assured that the loop would stay part of the overall distribution system but would also take over all associated costs. If this is possible the commissioners would consider upgrading the metering and backflow protection along the entire main. If not, the Precinct will probably discontinue the loop and meter the fair with one large pit.

The Commissioners further agreed that if the Fair paid the large service bill from last fall that they would revisit that bill when new metering is in place and a more accurate usage amount can be determined. The 2009 bill will be averaged with the 2010 and 2011 metered bills. If the new payment is in fact lower the commissioners will either return the amount of overpayment or give a credit, at the Fair Association's discretion. Deb and George left the meeting.

Kathy presented the commissioners with a monthly expenditure report and checks for signing. Kathy will be preparing the checks but the commissioners will be signing them per proper accounting practice. All three commissioners are authorized to sign checks so this shouldn't be a problem. Bill asked what the specific policies were in regards to larger bills. He asked Kathy to research (1) At what amount is full Board approval required, and (2) at what amount is two commissioner signatures required?

The commissioners discussed the Melanson & Heath auditing for 2009. They had done the 2008 audit but proceeded with the 2009 audit with questionable authorization. Mark will see about an estimate and letter of engagement from the other audit company that quoted for 2009 and then call back Melanson & Heath. If they have done most of the 2009 audit already he will discuss the proper compensation with them. Mail and bills were distributed which included new property reassessments for the Precinct's land in Warner. Kathy will review the impact if any. Kathy left the meeting.

The commissioners reviewed the April meeting minutes. Mark made a motion to approve the minutes, Bill seconded the motion, and the vote was unanimous. Steve informed the Board that he would be replacing Bob Carpenter's name with Mark's name as owner of the system on the NHDES site. The Chairman has traditionally been designated as the owner.

The spring water bills have been sent out. Steve has only received a few calls. The commissioners approved an abatement for 107 River Grant which was the result of a faulty meter and an abatement for 245 Spring Street which was from an estimation (that meter has now been repaired). The meter repair list will be updated and given to the Precinct's plumber.

The baseball field fountain at George's Park has been disconnected and four samples from Houston's field and George's Park were tested and came back clean. The quarterly Disinfection Byproduct tests will be preformed in May. The IDSE (Initial Distribution System Evaluation) is due by July 1st and will outline the new DBP requirements which begin in 2013. Steve will prepare the 2010 Consumer Confidence Report which has to be mailed out and verified to NHDES by July 1st.

The Corpro annual contract for the cathodic system inspection will be returned and New England Tank, Inc. has been contacted about inspecting and repairing the lightening protection on the plant's storage system tank. That will be done this summer when they are in the area.

The tanks at the filtration plant have been refilled with calcite and topped off with media. The Backwash pump has been repaired. Dick replaced a broken valve. Steve will try to track down more valve replacement parts. There are still some outstanding issues with the instrumentation and alarms but they will also be addressed as soon as possible. Water usage was high at the first of May when several large irrigations evidently went on line but has stabilized at a much lower rate and is not a problem for the time being.

Dick went over a few issues. There are a couple of inches of water behind the batter board at the dam spillway but this is less than usual. There is a potential for a dry year probably due to the low amount of snow and early melt this year. The state will be conducting a dam inspection within the next few weeks and Dick will accompany them to see if there are any deficiencies. He has put up the boundary markers around most of the watershed perimeter and will finish soon. He has checked and adjusted the valves on one treatment train and will coordinate doing the other train with Steve next week.

Mark updated the Board on the Streetlight project. PSNH has had to adjust the total cost because they will need to hire flaggers when they replace the fixtures and bulbs. There will be a total of 116 replacements. Mark will review the final contract when the adjustments have been made and give PSNH the go ahead if they are no significant changes to what the commissioners have approved.

Mark provided a USGS map with all of the areas highlighted that would have adequate elevations for a new water storage tank. The possible locations were discussed. Possible alternatives for the filtration system were discussed. The basic issue of whether storage, capacity, or both should be addressed at this time was considered. There will need to be more information and costs available to decide what is feasible and cost effective. Mark has talked with Bob Mann (Water Supply Engineering Bureau), obtained a list of qualified engineers from NHDES, and will try to put together an invitation for proposals that will outline the required information.

At 9:15 P.M. Steve and Dick left the meeting and the Commissioners went into Executive Session under Title VI, Chapter 91, Section A:3, II. (a).

The meeting adjourned at approximately 9:45 P.M.

Minutes Taken by Steve Clough, Precinct Superintendent

